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COMMONWEALTH OF PENNSYLVANIA

AUDIT REPORT

MAYVIEW STATE HOSPITAL

MAYVIEW, PENNSYLVANIA

FOR THE FISCAL YEAR ENDED JUNE 30, 1967



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COMMONWEALTH OF PENNSYLVANIA

REPORT OF EXAMINATION

MAYVIEW STATE HOSPITAL

MAYVIEW, PENNSYLVANIA

FOR THE FISCAL YEAR ENDED JUNE 30, 1967



COMMONWEALTH OF PENNSYLVANIA



COMMONWEALTH OF PENNSYLVANIA

OFFICE OF THE
AUDITOR GENERAL

HARRISBURG

GRACE M. SLOAN

AUDITOR GENERAL

March 14, 1968

The Honorable Raymond P. Shafer
Governor of Pennsylvania
Harrisburg, Pennsylvania

My dear Governor Shafer:

We submit herewith our report of examination of the books of account and records as they pertain to the financial operations of

MAYVIEW STATE HOSPITAL

Mayview, Pennsylvania, for the fiscal year ended June 30, 1967, pursuant to the requirements of Section 402 of The Fiscal Code, and submit the following exhibits:

- | | |
|-----------|---|
| Exhibit A | Statement of allocations, expenditures and balances for the fiscal year ended June 30, 1967 |
| Exhibit B | Comparative statement of cash receipts and expenditures for the fiscal years ended June 30, 1967 and 1966 |
| Exhibit C | Statement of changes in accounts receivable for the fiscal year ended June 30, 1967 |
| Exhibit D | Statistics for the fiscal years ended June 30, 1967 and 1966 |
| Exhibit E | Little Store Fund balance sheet June 30, 1967 |
| Exhibit F | Little Store Fund comparative statement of income and surplus for the fiscal years ended June 30, 1967 and 1966 |
| Exhibit G | Special Funds statement of cash receipts and expenditures for the fiscal year ended June 30, 1967 |



COMMONWEALTH OF PENNSYLVANIA

We have examined the books of account and records of Mayview State Hospital, Mayview, Pennsylvania, for the fiscal year ended June 30, 1967. We have reviewed its system of internal control and accounting procedures and, without making a detailed audit of the transactions, have examined or tested accounting records and other supporting evidence by methods and to the extent deemed appropriate. Our examination was made in accordance with generally accepted auditing standards, and included all procedures which we considered necessary in the circumstances.

In our opinion, subject to the recommendations contained herein, the accompanying Exhibits A to G, inclusive, present fairly the operations of Mayview State Hospital, Mayview, Pennsylvania, for the fiscal year ended June 30, 1967, in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

COMMENTS ON FINANCIAL OPERATIONS

Cash receipts for the fiscal years ended June 30, 1967 and 1966, see Exhibit B, amounted to \$749,581.04 and \$723,028.65, respectively, an increase of \$26,552.39.

Accounts receivable as of June 30, 1967, see Exhibit C, amounted to \$14,265.82, of which \$5,678.69 were billed prior to April 1967. Such overdue and unpaid accounts for a period of 90 days or over are required to be reported by the Department of Revenue to the Department of Justice by Section 512 of The Administrative Code. Inasmuch as the majority of these overdue accounts were reported as required, no further comment is deemed necessary at this time.

Our auditors were not able to circularize accounts receivable for verification of balances due the Hospital because billings and postings were several months in arrears. We recommend that billings and postings be maintained on a current basis.

Cash expenditures for the fiscal years ended June 30, 1967 and 1966, see Exhibit B, amounted to \$7,293,928.09 and \$6,662,780.72, respectively, an increase of \$631,147.37, substantially accounted for by increases of \$833,209.37 in salaries primarily due to regular salary increments, an across-the-board salary increase effective January 1, 1967, transfer of wage employees to the salary payroll, and a rise of 31 in the average number of salaried employees; \$31,326.30 in overtime and temporary salaried employees brought about by the institution's participation in the Neighborhood Youth Corps and the Trainee Work Program conducted by the State; \$20,912.02 in laboratory and medical supplies caused mostly by increased cost of drugs for the outpatient clinic; \$13,676.70 in professional and specialized services principally due to the cost of medical examinations for Medical Assistance patients at Blue Shield rates; and \$17,683.40 in equipment and machinery and \$17,010.69 in furniture and furnishings largely due to increased allocations for the purchase of much needed capital items



COMMONWEALTH OF PENNSYLVANIA

for the general operation of the Hospital. These increases are partially offset by decreases of \$230,401.61 in wages caused by the transfer of wage payroll union employees to the salary payroll, \$20,054.06 in contracted repairs primarily due to changes in object code classifications whereby some of these items are not being charged to Object 210, and \$51,106.62 in changes in purchased supplies inventory.

Our examination of agricultural activities operations for the fiscal year under review revealed an increase in net savings of \$42,619.80 over 1966, primarily due to increased production from farm and dairy operations.

The following commodities were received from the Federal Surplus Commodities Corporation during the fiscal year under review:

<u>COMMODITY</u>	<u>AMOUNT</u>
Flour, wheat	357,500 pounds
Oleomargarine	48,870 "
Carrots	17,320 "
Raisins	9,300 "
Rice	8,940 "
Milk, powdered	7,020 "
Wheat, rolled	6,840 "
Lard	6,720 "
Shortening	5,520 "
Oats, rolled	3,960 "
Corn meal	2,500 "
Peas, split, dried	1,200 "
Orange juice, frozen	1,200 "

Our auditors encountered some difficulty in conducting a satisfactory test check of drug items in the pharmacy because postings of receipts and issues were in arrears. It was necessary to attempt to reconcile our physical count by reviewing invoices and withdrawal requisitions, and even by using this method there were discrepancies in approximately 20% of the items tested. We recommend that a complete physical inventory be taken and the records be brought into agreement with the physical count. We further recommend that the pharmacy records be maintained on a current and accurate basis.

Our review of the Patients' Cash Fund, which is under the custody of the Director of the Hospital, revealed that as of January 31, 1968 (date our audit was completed), there were numerous accounts having balances well in excess of \$100.00 which have not been transferred to the Revenue Agent at the Hospital as required by Section 424 of Act 3 of October 20, 1966 (Special Session). Our auditors were given several reasons for withholding these accounts, but the main reason given by the accountant was that "it would create a hardship for those patients"; however, insofar as that section of the Act which governs the handling of patients' personal funds by the institution's director



COMMONWEALTH OF PENNSYLVANIA

and the authorized agent of the Department of Revenue, the pertinent portions of Section 424 are as follows:

"Funds of Persons Admitted or Committed to State Operated Facilities. - Where no guardian has been appointed for a mentally disabled person admitted or committed to a State operated facility all money and other personal property of such person shall be handled in the following manner, unless the Director determines that such person's recovery or well-being will be promoted by his own handling of such money or personal property:

"The authorized agent of the Department of Revenue shall, without application to any court, take custody of, receive and manage in accordance with this section any money or other personal property in such person's possession at the time he is admitted to a facility and any gifts, legacies, pensions, insurance payments, retirement benefits or payments, old age and survivors' insurance, or any other benefits or payments to which such person covered by the provisions of this act may be entitled.

"The revenue agent shall, upon the director's request, turn over to the director the sum of one hundred dollars (\$100) to be used as such person's petty cash fund. Funds so held by the director shall be disbursed at his discretion to promote the welfare of such person. The revenue agent shall, upon the director's request, restore the balance in each such person's petty cash fund to one hundred dollars (\$100). For special purposes, the director may request funds for such person up to five hundred dollars (\$500).

"Unless a guardian has been appointed and qualified, the revenue agent shall hold, apply and dispose of all funds in accordance with regulations promulgated by the department."

Our Legal Bureau was asked to review the Act for an interpretation of Section 424 as it applied to the transfer of moneys from the Director to the Revenue Agent, and, in their opinion, the following is the intent of this enactment:

- (a) The authorized agent of the Department of Revenue is the Commonwealth officer charged with the responsibility of managing funds of mentally disabled persons admitted or committed to a State-operated facility.
- (b) If a person admitted or committed to a State-operated facility is not mentally disabled, then he is permitted to handle his own financial affairs.

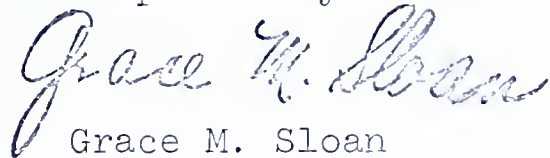


COMMONWEALTH OF PENNSYLVANIA

- (c) The Director of the State-operated facility is empowered to manage an amount of \$100.00 belonging to a mentally disabled person to be used as such person's petty cash fund, to be disbursed to promote the welfare of such person.
- (d) In special circumstances the Director may request funds from the authorized agent of the Department of Revenue for a mentally disabled person up to \$500.00.

It is the opinion of our Legal Bureau that the Director of a State-operated facility should be handling only the amounts prescribed and in the manner prescribed in Section 424 of Act 3 of 1966. Therefore, we recommend that the Director of the Hospital comply with this Act.

Respectfully submitted,


Grace M. Sloan



COMMONWEALTH OF PENNSYLVANIA

MAYVIEW STATE HOSPITALDEPARTMENT OF PUBLIC WELFARESTATEMENT OF ALLOCATIONS, EXPENDITURES AND BALANCESFOR THE FISCAL YEAR ENDED JUNE 30, 1967

	GENERAL FUND			
	<u>1963-1964</u>	<u>1965-1966</u>	<u>1966-1967</u>	
	<u>ALLOCATIONS</u>	<u>ALLOCATIONS</u>	<u>ALLOCATIONS</u>	<u>TOTAL</u>
Act	45-A	19-A	69-A	
Available allocations, July 1, 1966, and subsequent allocations	\$ <u>1,395.13</u>	\$ <u>518,988.96</u>	\$ <u>7,233,973.60</u>	\$ <u>7,754,357.69</u>
Expenditures	\$ -0-	\$ 477,554.01	\$ 6,816,374.08*	\$ 7,293,928.09
Lapsed	<u>-0-</u>	<u>41,251.68</u>	<u>-0-</u>	<u>41,251.68</u>
	\$ <u>-0-</u>	\$ <u>518,805.69</u>	\$ <u>6,816,374.08</u>	\$ <u>7,335,179.77</u>
AVAILABLE BALANCE, JUNE 30, 1967	\$ <u>1,395.13</u>	\$ <u>183.27</u>	\$ <u>417,599.52</u>	\$ <u>419,177.92</u>

*Includes requisitions for payment not warranted
aggregating \$251,509.29.



COMMONWEALTH OF PENNSYLVANIA

MAYVIEW STATE HOSPITALDEPARTMENT OF PUBLIC WELFARECOMPARATIVE STATEMENT OF CASH RECEIPTS AND EXPENDITURESFOR THE FISCAL YEARS ENDED JUNE 30, 1967 AND 1966

	<u>YEAR ENDED JUNE 30</u>		<u>INCREASE</u>
	<u>1967</u>	<u>1966</u>	<u>(DECREASE)</u>
<u>RECEIPTS</u>			
Part-pay patients	\$ 557,840.01	\$ 551,403.68	\$ 6,436.33
Full-pay patients	189,494.41	168,481.22	21,013.19
Sale of surplus products	1,145.36	1,948.32	(802.96)
Miscellaneous	1,101.26	1,195.43	(94.17)
	<u> </u>	<u> </u>	<u> </u>
TOTAL	\$ 749,581.04	\$ 723,028.65	\$ 26,552.39
<u>EXPENDITURES</u>			
Salaries	\$5,305,848.33	\$4,472,638.96	\$833,209.37
Overtime and temporary salaried employes	49,190.49	17,864.19	31,326.30
Wages	15,796.18	246,197.79	(230,401.61)
Food	694,086.07	695,686.24	(1,600.17)
Laboratory and medical supplies	270,777.78	249,865.76	20,912.02
Utilities and fuel	258,329.58	256,169.92	2,159.66
Maintenance materials and supplies	128,879.90	129,569.22	(689.32)
Housekeeping supplies	95,426.43	104,860.75	(9,434.32)
Wearing apparel	80,416.24	88,964.79	(8,548.55)
Contracted repairs	70,030.92	90,084.98	(20,054.06)
Equipment and machinery	65,943.39	48,259.99	17,683.40
Professional and specialized services	65,769.51	52,092.81	13,676.70
Agricultural supplies	53,466.32	48,043.71	5,422.61
Furniture and furnishings	38,874.71	21,864.02	17,010.69
Communications	34,616.84	30,001.93	4,614.91
Insurance, surety and fidelity bonds	24,677.23	21,843.83	2,833.40
Contracted maintenance services	24,382.95	24,785.45	(402.50)
Motorized equipment supplies and repairs	13,102.47	13,355.41	(252.94)
Travel	8,901.98	7,987.36	914.62
	<u> </u>	<u> </u>	<u> </u>
Carried Forward	\$7,298,517.32	\$6,620,137.11	\$678,380.21



COMMONWEALTH OF PENNSYLVANIA

EXHIBIT B. CONTINUED

	<u>YEAR ENDED JUNE 30</u>		<u>INCREASE</u>
	<u>1967</u>	<u>1966</u>	<u>(DECREASE)</u>
<u>EXPENDITURES, CONTINUED</u>			
Brought Forward	\$7,298,517.32	\$6,620,137.11	\$678,380.21
Office supplies	7,964.91	6,855.10	1,109.81
Rent of real estate	6,951.00	4,251.00	2,700.00
Postage and freight	5,664.23	5,105.96	558.27
Educational, recreational and religious supplies	4,019.73	4,168.97	(149.24)
Membership dues and subscriptions	1,286.40	951.85	334.55
Rent of equipment	1,283.26	1,565.55	(282.29)
Advertising	846.17	1,322.05	(475.88)
Printing	181.83	29.60	152.23
Other services and supplies	56.10	129.77	(73.67)
Changes in purchased supplies inventory (Note)	<u>(32,842.86)</u>	<u>18,263.76</u>	<u>(51,106.62)</u>
TOTAL	<u>\$7,293,928.09</u>	<u>\$6,662,780.72</u>	<u>\$631,147.37</u>
EXCESS OF EXPENDITURES OVER RECEIPTS	<u>\$6,544,347.05</u>	<u>\$5,939,752.07</u>	<u>\$604,594.98</u>

Note: Adjustment for difference between beginning and ending purchased supplies inventory, necessary to convert statement from an accrual basis to a cash basis, and does not represent an expenditure of cash.



COMMONWEALTH OF PENNSYLVANIA

EXHIBIT CMAYVIEW STATE HOSPITALDEPARTMENT OF PUBLIC WELFARESTATEMENT OF CHANGES IN ACCOUNTS RECEIVABLEFOR THE FISCAL YEAR ENDED JUNE 30, 1967

ACCOUNTS RECEIVABLE BALANCE, JULY 1, 1966		\$ 45,333.31
Add:		
Income:		
Part-pay patients	\$ 529,863.31	
Full-pay patients	188,402.71	
Sale of surplus products	1,145.36	
Miscellaneous	1,101.26	720,512.64
Medical Assistance debit adjustments		<u>1,280,103.45</u>
		\$2,045,949.40
Deduct:		
Collections (see Exhibit B)	\$ 749,581.04*	
Uncollectible accounts written off by authority of Department of Justice	1,999.09	
Medical Assistance credit adjustments	<u>1,280,103.45</u>	<u>2,031,683.58</u>
ACCOUNTS RECEIVABLE BALANCE, JUNE 30, 1967		<u>\$ 14,265.82</u>

*Collections deposited with State Treasurer.

Note: In addition to the collections noted above, the institution's allocations were augmented by \$858,698.00 representing Federal Medical Assistance contributions for services rendered to those patients eligible for the M.A. Program.



COMMONWEALTH OF PENNSYLVANIA

EXHIBIT D

MAYVIEW STATE HOSPITAL
DEPARTMENT OF PUBLIC WELFARE
STATISTICS

FOR THE FISCAL YEARS ENDED JUNE 30, 1967 AND 1966

	<u>YEAR ENDED JUNE 30</u>		<u>INCREASE</u>
	<u>1967</u>	<u>1966</u>	<u>(DECREASE)</u>
<u>RATED BED CAPACITY</u>	<u>2,684</u>	<u>2,684</u>	<u>0</u>
<u>AVERAGE DAILY PATIENT POPULATION</u>	<u>2,621</u>	<u>2,771</u>	<u>(150)</u>
<u>PATIENTS IN INSTITUTION</u>			
Beginning of year	<u>2,860</u>	<u>2,853</u>	<u>7</u>
Add:			
Admissions	801	809	(8)
Return from furloughs and paroles	417	475	(58)
Transfers in	<u>12</u>	<u>12</u>	<u>0</u>
	<u>1,230</u>	<u>1,296</u>	<u>(66)</u>
Total	<u>4,090</u>	<u>4,149</u>	<u>(59)</u>
Deduct:			
Furloughs and paroles	771	727	44
Discharges	347*	342*	5
Deaths	225	214	11
Transfers out	<u>1</u>	<u>6</u>	<u>(5)</u>
	<u>1,344</u>	<u>1,289</u>	<u>55</u>
End of year	<u>2,746</u>	<u>2,860</u>	<u>(114)</u>
<u>TOTAL PATIENT DAYS</u>	<u>956,821</u>	<u>1,011,592</u>	<u>(54,771)</u>
<u>TOTAL PATIENT WEEKS</u>	<u>136,689</u>	<u>144,513</u>	<u>(7,824)</u>
<u>PER CAPITA OPERATING INCOME**</u>			
Part-pay patients	\$3.876	\$3.813	\$.063
Full-pay patients	1.378	1.167	.211
Sale of surplus products	.009	.013	(.004)
Miscellaneous	<u>.008</u>	<u>.008</u>	<u>.000</u>
TOTAL PER CAPITA OPERATING INCOME	<u>\$5.271</u>	<u>\$5.001</u>	<u>\$.270</u>



COMMONWEALTH OF PENNSYLVANIA

EXHIBIT D, CONTINUED

	<u>YEAR ENDED JUNE 30</u> <u>1967</u>	<u>1966</u>	<u>INCREASE</u> <u>(DECREASE)</u>
<u>PER CAPITA OPERATING EXPENSES**</u>			
Care of patients	\$26.796	\$22.520	\$4.276
Household and feeding	10.124	9.303	.821
Plant and grounds	8.125	7.395	.730
Auxiliary activities	3.847	3.041	.806
Administrative	2.676	2.160	.516
Agricultural activities	<u>1.266</u>	<u>1.074</u>	<u>.192</u>
TOTAL PER CAPITA OPERATING EXPENSES	<u>\$52.834</u>	<u>\$45.493</u>	<u>\$7.341</u>

*In addition to the discharges indicated, there were 320 and 298 patients discharged while on parole for the periods ended June 30, 1967 and 1966, respectively.

**Based on patient weeks.



COMMONWEALTH OF PENNSYLVANIA

EXHIBIT F

MAYVIEW STATE HOSPITAL
DEPARTMENT OF PUBLIC WELFARE
LITTLE STORE FUND

BALANCE SHEET

JUNE 30, 1967

ASSETS

Current Assets

Cash:			
On hand	\$ 120.00		
On deposit	<u>69,920.98</u>	\$70,040.98	
Accounts receivable		163.00	
Inventory (at cost)		<u>12,424.49</u>	82,628.47

Fixed Assets

Fixtures and equipment		\$14,671.62	
Less reserve for depreciation		<u>3,947.89</u>	10,723.73

Other Assets

Deposits on U.S. postage stamps		50.00	
Deposits on soft drink cases		<u>5.00</u>	<u>55.00</u>

TOTAL ASSETS

\$93,407.20

LIABILITIES AND SURPLUS

Current Liabilities

Accounts payable		\$18,671.95	
Unredeemed coupons		14,268.00	
Accrued salaries		10,560.71	
Retirement fund contribution		823.73	
Accrued taxes:			
Social security		443.54	
Pennsylvania sales tax		<u>1.94</u>	44,769.87

Surplus

48,637.33

TOTAL LIABILITIES
AND SURPLUS

\$93,407.20



COMMONWEALTH OF PENNSYLVANIA

MAYVIEW STATE HOSPITALDEPARTMENT OF PUBLIC WELFARELITTLE STORE FUNDCOMPARATIVE STATEMENT OF INCOME AND SURPLUSFOR THE FISCAL YEARS ENDED JUNE 30, 1967 AND 1966

	<u>YEAR ENDED JUNE 30</u>		<u>INCREASE</u>
	<u>1967</u>	<u>1966</u>	<u>(DECREASE)</u>
SALES	\$253,595.40	\$234,506.53	\$19,088.87
Cost of sales:			
Inventory at beginning of year	\$ 12,269.13	\$ 6,216.89	\$ 6,052.24
Purchases	<u>188,757.13</u>	<u>175,836.69</u>	<u>12,920.44</u>
	\$201,026.26	\$182,053.58	\$18,972.68
Inventory at end of year	<u>12,424.49</u>	<u>12,269.13</u>	<u>155.36</u>
	<u>\$188,601.77</u>	<u>\$169,784.45</u>	<u>\$18,817.32</u>
Gross Profit	<u>\$ 64,993.63</u>	<u>\$ 64,722.08</u>	<u>\$ 271.55</u>
Operating expenses:			
Salaries	\$ 33,055.71	\$ 29,870.00	\$ 3,185.71
Patient help	7,727.99	8,741.00	(1,013.01)
Food expenses	2,399.00	2,363.00	36.00
General store expense	928.75	891.71	37.04
State retirement	2,578.35	2,329.86	248.49
Social security	1,388.33	1,176.11	212.22
Printing coupons	660.14	487.33	172.81
Willmark service and accounting	427.40	827.40	(400.00)
Depreciation	1,654.34	1,546.98	107.36
Repairs	706.96	175.33	531.63
Insurance	-0-	27.00	(27.00)
Safety deposit box	-0-	4.00	(4.00)
	<u>\$ 51,526.97</u>	<u>\$ 48,439.72</u>	<u>\$ 3,087.25</u>
Net Profit	<u>\$ 13,466.66</u>	<u>\$ 16,282.36</u>	<u>(\$ 2,815.70)</u>



COMMONWEALTH OF PENNSYLVANIA

EXHIBIT F. CONTINUED

	<u>YEAR ENDED JUNE 30</u>		<u>INCREASE</u>
	<u>1967</u>	<u>1966</u>	<u>(DECREASE)</u>
Brought Forward	\$ 13,466.66	\$ 16,282.36	(\$ 2,815.70)
Other income:			
Commission on vending machines	\$ 1,950.49	\$ 3,022.33	(\$ 1,071.84)
Interest and telephone commission	1,465.66	610.69	854.97
Bowling	93.50	43.00	50.50
Sales tax discount and stop payment on checks - coupon account	23.29	3.76	19.53
	<u>\$ 3,532.94</u>	<u>\$ 3,679.78</u>	<u>(\$ 146.84)</u>
Net Income	\$ 16,999.60	\$ 19,962.14	(\$ 2,962.54)
Surplus at beginning of year	46,764.93	37,052.79	9,712.14
Add refund - Hilltop Auxiliary Canteen Fund	570.09	-0-	570.09
	<u>\$ 64,334.62</u>	<u>\$ 57,014.93</u>	<u>\$ 7,319.69</u>
Less distribution of surplus:			
Transfer to Recreation Fund	\$ 10,000.00	\$ -0-	\$10,000.00
Patients' welfare	5,697.29	10,250.00	(4,552.71)
	<u>\$ 15,697.29</u>	<u>\$ 10,250.00</u>	<u>\$ 5,447.29</u>
SURPLUS AT END OF YEAR	<u>\$ 48,637.33</u>	<u>\$ 46,764.93</u>	<u>\$ 1,872.40</u>



COMMONWEALTH OF PENNSYLVANIA

MAYVIEW STATE HOSPITALDEPARTMENT OF PUBLIC WELFARESPECIAL FUNDSSTATEMENT OF CASH RECEIPTS AND EXPENDITURESFOR THE FISCAL YEAR ENDED JUNE 30, 1967

	<u>BALANCE</u> <u>JULY 1, 1966</u>	<u>RECEIPTS</u>	<u>EXPENDITURES</u>	<u>BALANCE</u> <u>JUNE 30, 1967</u>	
Revenue Agent's Patients' Cash Fund	\$ 211,205.18	\$631,322.03	\$ 522,539.83	\$ 319,987.38	
Patients' Cash Fund	177,900.28	268,565.55	285,204.79	161,261.04	
Little Store Fund	51,832.49	443,449.43	425,240.94	70,040.98	
Home Industry Fund	2,335.21	11,749.34	13,558.63	525.92	
Volunteer Fund	2,280.56	1,627.51	2,270.27	1,637.80	
Vocational Rehabilitation Fund	274.00	3,962.13	2,549.55	1,686.58	
Affiliate Student Nurses' Activity Fund	576.34	518.41	656.49	438.26	
Rehabilitation and Transportation Fund	1,086.33	24.75	1,111.08	-0-	*
Recreation Fund	893.74	10,724.51	11,618.25	-0-	*
Mental Health Week Fund	1,704.38	-0-	1,704.38	-0-	*

*Funds discontinued during the fiscal year under review.



COMMONWEALTH OF PENNSYLVANIA

ORIGIN AND PURPOSE

Mayview State Hospital, located in Mayview, Allegheny County, was established about the middle of the eighteenth century at a site in Mount Washington, Allegheny County. In 1818, the Hospital was removed to a new site on the north side of the Allegheny River and remained there until 1893, when it was again moved to what is now its present site in Mayview, and became known as Marshalsea. In 1916, its name was changed to the Pittsburgh City Home and Hospital at Mayview. By authority of Act of Legislature approved September 29, 1938, P. L. 53, as amended May 25, 1939, P. L. 193, the title and control of the Hospital were assumed by the Commonwealth. These Acts also authorized the change of name to Mayview State Hospital. The Commonwealth took formal possession on June 1, 1941. The purpose of the Hospital is to care for and treat the mentally ill of the City of Pittsburgh.

ORGANIZATION AND MANAGEMENT

Under provisions of Section 2313.1 of The Administrative Code, the management is vested in the Commissioner of Mental Health and the Superintendent of the Hospital, subject to the approval of the Secretary of Public Welfare.

MEMBERS OF BOARD

Sections 207, 208, 401 and 2313.3 of the Code make the Board of Trustees an advisory board which consists of nine members appointed by the Governor, by and with the advice and consent of two-thirds of all the members of the Senate, for a term of six years and until their successors are appointed and qualified, and the Secretary of Public Welfare, ex officio. Section 210 of the Code provides that the members of the Board shall serve without compensation.

The membership of the Board as of June 30, 1967 was as follows:

<u>NAME</u>	<u>ADDRESS</u>	<u>TITLE</u>
Forrester, William	Pittsburgh	President
Young, Edward P.	Pittsburgh	Vice-President
Wetherbee, Mrs. Margery B.	Pittsburgh	Secretary
Rosenn, The Honorable Max	Harrisburg	Member ex officio
Secretary of Public Welfare		
Balter, James S.	Pittsburgh	Member
Brown, Mrs. M. Elizabeth	Coraopolis	Member
Katsafanas, Dino W.	Pittsburgh	Member
Park, Norman	Pittsburgh	Member
Walgren, Mrs. Margaret L.	Mt. Lebanon	Member
Vacancy		



COMMONWEALTH OF PENNSYLVANIA

SUPERINTENDENT

The Superintendent is appointed by the Secretary of Public Welfare upon the advice of the Board of Trustees and the Commissioner of Mental Health, subject to the approval of the Governor, to serve as executive officer of the Hospital. This position was filled by Dr. R. F. Downey during the fiscal year under review.

PERSONNEL

The tabulation below shows the average number of salaried and per diem employees for the fiscal years ended June 30, 1967 and 1966:

<u>YEAR</u>	<u>SALARIED</u>	<u>PER DIEM</u>	<u>TOTAL</u>
1967	1,028	10	1,038
1966	997	26	1,023

BONDED EMPLOYEES

All employees of the Hospital are bonded in the amount of \$10,000.00 each by a blanket policy carried with the Transamerica Insurance Company, except the Superintendent, Dr. R. F. Downey, who is bonded by the same company for an additional \$90,000.00.



COMMONWEALTH OF PENNSYLVANIA